



Youth Sports Grants Application

City of Middletown Recreation & Community Services

The Middletown Recreation & Community Services Department is accepting applications for Youth Sports Grant Funding. Those eligible to apply for grant funds are teams, leagues and teams of one. This grant is for Middletown teams with only Middletown players. If non-residents are a part of a team, the grant may be denied. The grant is strictly for the benefit of Middletown children playing on local teams.

Municipal grant awards: Unless specifically approved by the Common Council, all grants requiring the expenditure of any City funds must have a 1:1 matching requirement so that every dollar expended by the City is matched by a dollar expended by non-city sources. No city funds may be used in meeting this dollar-for-dollar matching requirement, nor may any in-kind services be used as equivalents to meet the matching requirement. Every dollar expended by the City must be matched by an actual dollar expended by non-City sources. When applying for municipal grants, the prospective grant recipients must submit copies of the organization's budget from the prior year and the year in which the grant is sought, financial statements for the most current reporting period, and a list of funding sources for the prior year and the year in which the grant is requested.

Application Instructions

Carefully read the attached information and complete and submit one copy of your application and all requested materials. Applications must be received by **Friday January 14, 2023 by 4pm.**

You may mail, deliver or email your application to:

Middletown Recreation & Community Services Department
140 Wilderman's Way
Middletown, CT 06457
Karen.Nocera@middletownct.gov

Review Process

Recreation and Senior Services Commission and staff will review the applications. The process may include requests for additional information and site visits. Our commission may ask the league to send a representative to a Commission meeting for interview. Staff may also seek information from individuals and/or organizations in the community that are likely to be familiar with your agency and its programs.

Staff recommendations will be presented to the Recreation & Senior Services Commission and Middletown Common Council. The Middletown Common Council will make all final funding decisions.

If you have any questions regarding the application or process, please contact:
Karen Nocera, 860.638.4502, Karen.Nocera@middletownct.gov.

SPORTS GRANT APPLICATION COVER SHEET

Date of application	
Organization Name	
Organization Website	
Grant Request Amount	
Project Period Dates	
Annual Organization Budget	
Address	
Name and Title of Organizational Leader	
Name and Title of Contact Person	
Contact Person Phone	
Contact Person Email	
League Email Address	

Proposal Narrative

1. Please provide your organization's mission and general program information.

2. How many weeks are in your season: _____

3. Who are the key staff members or volunteers organizing the program?

4. What challenges do you anticipate in implementing the program this year? How will these be addressed? How can the Recreation Division support you?

5. What is the registration fee per player in the program this year: \$_____

6. How much did you expend last year in financial aid: \$_____

7. How many participants received financial aid last year: _____?

8. How many non-resident participants participated last year? Please include rationale to support their participation?

9. How many volunteers do you expect this year: _____?

10. How many total hours of volunteer time do you expect this year: _____

11. Do you have a Code of Conduct for your league? _____ If yes, please attach.

Youth Sports Grants Proposal Checklist

Please include the following items with your proposal:

- Signed copy of attached Non-Discrimination Policy Statement
- Demographic Worksheet (Attachment A)
- Copy of last year's organization budget including income and expenses (new organizations may submit a projected budget)
- Projected budget for upcoming year, including specifically how the grant funds will be allocated
- Signed document stating that all staff and volunteers have had a clear background check
- Current Certificate of Liability Insurance
- Evidence of Nonprofit Status: Copy of letter from IRS certifying your organization's or fiscal sponsor's federal tax-exempt status. If you have a fiscal sponsor, also include a letter from them authorizing the application.
- Code of Conduct, if applicable

Non-Discrimination Policy Statement

The City of Middletown Recreation & Community Services embraces the principles set forth in this policy and expects recipients of our funds to likewise have a commitment to these principles. The City of Middletown will not provide support to organizations which, in their constitution or practice, discriminate against a person or group on the basis of:

- Age
- Political affiliation
- Race
- National origin
- Ethnicity
- Gender
- Disability
- Sexual orientation
- Religious belief

The City of Middletown supports organizations that target specific individuals or groups who have been subject to economic, social, political or other forms of discrimination.

The organization I represent complies with the non-discrimination policy stated above. Additionally, I have read and agree to abide by the Sports Grants Financial Aid Rules and Application.

President's Name (print)

Organization Name

Signature

Organization Address

Date

Attachment A
Project Demographics

Please complete one demographics sheet for each sports program

Please describe your CORE PARTICIPANTS:

Starting in 2022 season, it is expected you will ask for, although not require, demographics during registration. If you collect demographic information in a different way, please provide that data.

	Last Seasons Participants*
Female	
Male	
African American	
Caucasian	
Latino	
Native American	
Pacific Islander	
More Than One Ethnicity	
Other Ethnicity	
Elementary School Age 5 – 11	
Middle School Age 11 – 14	
High School Age 14 – 19	
Total Number of Residents	
Total Number of Nonresidents	

*New Leagues Only may put projected number of participants